

STAT

ROUTING AND RECORD SLIP

SUBJECT: (Optional)

Southeastern Regional Cooperative Conference

DD/A Registry

87-0844X

FROM:

Deputy Director/EEO
626 CofC

EXTENSION

NO.

DATE

22 April 1987

TO: (Officer designation, room number, and building)

DATE

RECEIVED

FORWARDED

OFFICER'S INITIALS

COMMENTS (Number each comment to show from whom to whom. Draw a line across column after each comment.)

1. Executive Registry
7D18 Hqs.

24 APR 1987

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2. DDA Registry

3. EO/DDA
7D18 Hqs.

24 APR 1987

24 MAY 1987

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4. DDA/Registry

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EXEC
REG

22 April 1987

Jim,

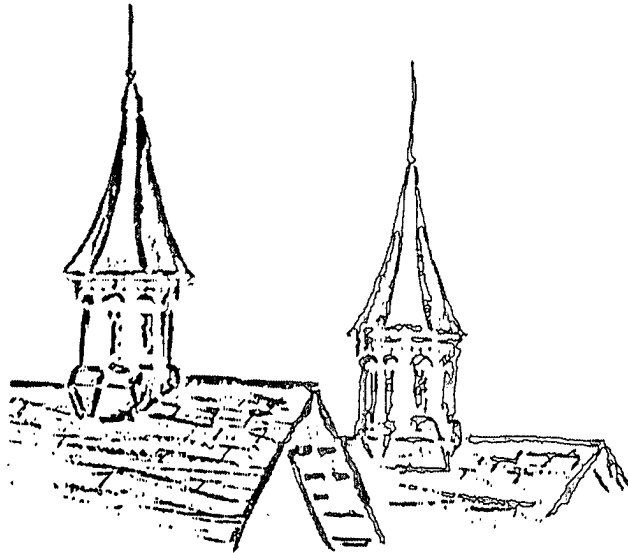
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Per our earlier conversation, concerning the Agency's participation in the Southeastern Regional Cooperative Conference, I have enclosed a copy of the Program schedule for your review. I have also attached the panel session overview that [] had been slated to take an active role. I regret that [] will be unable to attend, however, should you agree to act as his "stand in" the Agency would be well represented. The theme for the 1987 conference will emphasize the employment needs and requirements of private and public sector employers, with a special emphasis on the hiring minorities into co-op programs.

This is one of only three National Cooperative Education Associations that strive to integrate and enhance a student's classroom work with related employment experiences. This annual event will bring together some 350 to 400 representatives from industry, academia, and private and public sectors for education and problem solving sessions.

Again, I realize you have a very busy and active schedule but your personal participation would be appreciated.

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Please contact me at your convenience.

[]
Deputy Director/EEO



**22nd Annual
Southeastern Regional
Cooperative Education
Conference**

**Hyatt Regency
Louisville, Kentucky**

May 20-22, 1987

Program at a Second Glance

Wednesday, May 20, 1987

Registration: 10:00 a.m.-3:00 p.m.

In the Paddock!

(Beginning at 1:00 p.m.)

NEWCOMER'S SESSION

"SERCEC—What's in it for Me?"—an introduction to co-op in the Southeast.

—Betsy Corlew

The University of Tennessee, Knoxville

—Tom Padgett

Auburn University

GENERAL SESSION

(Beginning at 2:00 p.m.)

Opening and Announcements

"Student Housing—Solutions to a Critical Co-op Issue"

—Katie Boardman

University of Georgia

—Staff and employers involved with UGa Co-op Program

Off to the Races!

RACING AT CHURCHILL DOWNS

(Beginning at 3:30 p.m.; transportation provided)

CONFERENCE RECEPTION

The Kentucky Derby Museum

(Beginning at 6:30 p.m.; transportation provided)

Thursday, May 21, 1987

Call to the Post!

(Beginning at 9:00 a.m.)

WELCOME TO LOUISVILLE

KEYNOTE ADDRESS

—W. Dan Greer

Vice President Corporate Affairs

BellSouth Services

Out of the Gate!

(Four concurrent sessions beginning at 10:30 a.m.)

STUDENT PANEL

"The Role of Co-op Employment in Career Decisions: A Student Perspective"

—Representatives from BellSouth Services, CIA, and General Electric

SUPERVISOR WORKSHOP

"Supervisors: The Key to an Effective Co-op Program"

—Co-op supervisors from CIA, Third National Bank/Tennessee and National Distillers Corp. discuss their successful supervision strategies.

EMPLOYER PANEL

"Productivity from Comprehensive Orientation"

—Employer Co-op coordinators from Ashland Oil, Social Security Administration and Tennessee Eastman explaining how they bring their co-ops "up-to-speed."

NON-TRADITIONAL RECRUITMENT & RETENTION

—A discussion by Dr. Betty Griffin, Department of Education, State of Kentucky and several employers, on how colleges and industry are working together to recruit and retain students.

Lunch

12:00 noon-1:30 p.m.

Down the Back Stretch!

(Four concurrent sessions beginning at 1:30 p.m.)

WORKING TOWARD SOLUTIONS

A workshop for co-op professionals interested in discussing new co-op issues in depth

—Tom Padgett

Auburn University

SUPERVISOR WORKSHOP

Repeat of morning topics

—Representatives from Georgia Power Company, MCI Telecommunications and BellSouth Services

EMPLOYER PANEL

Repeat of morning topic

—Representatives from Ashland Oil, Dow Chemical Company, and NASA/Kennedy

NON-TRADITIONAL RECRUITMENT & RETENTION

Repeat of morning session

(Three concurrent sessions beginning at 3:00 p.m.)

TWO-YEAR INSTITUTION "SHOP TALK"

A roundtable discussion of major concerns of two-year schools

—Moderated by co-op professionals from Nashville State Technical College and Prestonburg Community College

FOUR-YEAR INSTITUTION "SHOP TALK"

A roundtable discussion of problems and concerns of these programs

—Led by representatives from University of Louisville and Winston-Salem State University

(Program continued next page.)

IMPLICIT HIRING ISSUES

Discussion of the problems and legality of "hidden" hiring criteria used by employers to screen and select students.

—Experts from both school and employer ranks—The University of Tennessee at Chattanooga, Saturn Corporation, Ashland Oil and General Electric

Photo Finish!

HOSPITALITY HOUR AND DINNER

(Starting at 6:00 p.m.)

Friday, May 22, 1987

Winner's Circle!

(Beginning at 8:30 a.m.)

DERBY BRUNCH

CLOSING ADDRESS

GENERAL BUSINESS MEETING

Cooperative Education: Finding Its Place in Human Resource Management

**A CONFERENCE EXPLORING HOW COOPERATIVE EDUCATION CAN
BETTER MEET THE HUMAN RESOURCE NEEDS OF
BUSINESS, INDUSTRY, AND GOVERNMENT**

SOUTHEASTERN REGIONAL COOPERATIVE EDUCATION CONFERENCE

May 20-22, 1987

Louisville, Kentucky

SESSION: Supervisors: The Key to an Effective Co-op Program

DATE: Thursday, May 21, 1987

TIME: 10:30 - 11:45 a.m.

ROOM: Seneca/Iroquois

SESSION ORGANIZER/MODERATOR:

Mr. John Agnew
BellSouth Services
75 Bagby Drive, Suite 201
Birmingham, AL 35209

205/945-2172

DESCRIPTION OF SESSION: Attached

SESSION PARTICIPANTS:

Ms. Sharon Cook
Third National Bank
P.O. Box 3494
Oak Ridge, TN 37830

615/482-0900

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CIA
Office of Information Technology
Box 1925
Washington, D.C. 20505

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(Katrine Brooks)
U. of L.

A/V Request Sheet Attached (Please return it to:)

Katrine Brooks, Co-op and Placement Office, Speed Scientific School, University
of Louisville, Louisville, Kentucky 40292 by April 27, 1987.

SOUTHEASTERN REGIONAL COOPERATIVE EDUCATION CONFERENCE

May 20-22, 1987

Louisville, Kentucky

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DATE: Thursday, May 21, 1987

TIME: 1:45 - 3:00 p.m.

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Mr. John Agnew
BellSouth Services
75 Bagby Drive, Suite 201
Birmingham, AL 35209

205/945-2172

DESCRIPTION OF SESSION: Attached

SESSION PARTICIPANTS:

Mr. Jack Ballard
Georgia Power Company
P.O. Box 4545
Atlanta, GA 30302

404/526-7650

Mr. Dean Sablotney
MCI Telecommunications
400 International Parkway
Richardson, TX 75081

214/380-4291

Ms. Josett Goulet
National Distillers Corporation
9200 Leesgate Road
Louisville, KY 40222

502/426-6410

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Katrine Brooks, Co-op and Placement Office, Speed Scientific School, University of Louisville, Louisville, Kentucky 40292 by April 27, 1987.

SUPERVISORS: THE KEY TO AN EFFECTIVE CO-OP PROGRAM

Please discuss the successes that you have had working with and managing your co-op students. You might want to consider the questions:

What do I do successfully to keep my co-op students motivated?

What do I do to insure that the co-op students gets the best work and learning experience while the company is also getting necessary production?

You may want to talk about particular work schedules that you design for your co-op students -- anything that you feel would be helpful to another supervisor.